

# DISTANCE LEARNING UNIT

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## WHO DO WE THINK WE ARE, ANYWAY?

### WE ARE YOUR DISTANCE LEARNING UNIT!



And we can help you do it!

The [Distance Learning Unit](#), as part of the Education Services Division of the Arizona Supreme Court, provides access to a robust library of instructional materials covering a wide range of topics, from legal information to management skills to computer essentials.

There was a time, not so long ago, when *distance learning* meant enrolling in an independent study course with a university and corresponding through the U.S. Post Office. The back and forth nature of corresponding made the educational experience a slow and inconvenient one.

With the recent advances in technology, those days are now gone! You can receive quality training from your computer. On *your* terms—at *your* pace.



We offer a variety of different ways to learn:

- Try our computer-based training on CD or learn directly from the web with our [Curriculum on the Web](#) site.
- Subscribe to our online learning vendor offerings via [Element K](#).
- View a broadcast from our [Video Center](#) or take a course on [Centra](#)
- If you are part of the AJIN network, visit [Wendell](#), the site written by judges FOR judges
- AJIN users can also check out books from our [Education Resource Library](#)

**COME LEARN WITH US!**

## DISTANCE LEARNING



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## WHO DO YOU THINK *YOU* ARE?

The Distance Learning Unit serves a variety of Court Personnel:

- Judges and their staff
- Training Coordinators
- Administrative Personnel

But most importantly, we serve ***you*** by offering a variety of ways to learn as well as ways to access that learning.

The past few years have been challenging for divisions to meet their educational goals, but the Distance Learning Unit has risen to this challenge to make training accessible and convenient to your busy schedule, no matter what your educational needs may be. Quality training is now only a few clicks away, so take advantage of the tremendous opportunities we offer!

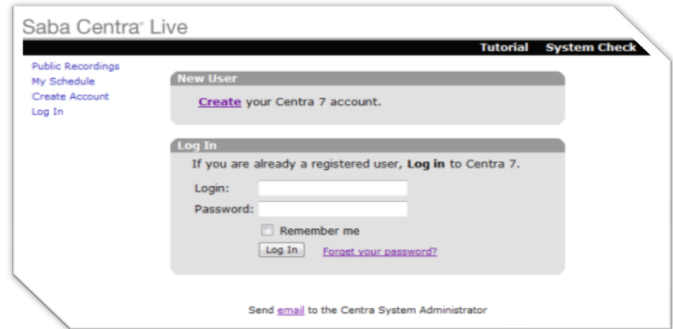


Wouldn't it be great if you could get live training without ever leaving the comfort of your chair? Now you *can*.

Wouldn't it be incredible to have a platform where you could train a large group of people from your own computer? Now you *do*!

**Centra** is a teaching and learning platform that offers the ability to create both live and recorded programs. It is a powerful tool that brings training right to your desktop, no matter where you are located.

The AOC purchased licenses to use Centra software so there is no cost to you! Additionally, the platform uses voice over IP, so there are no telephonic expenses. All audio and visual presentations are done through your computer.

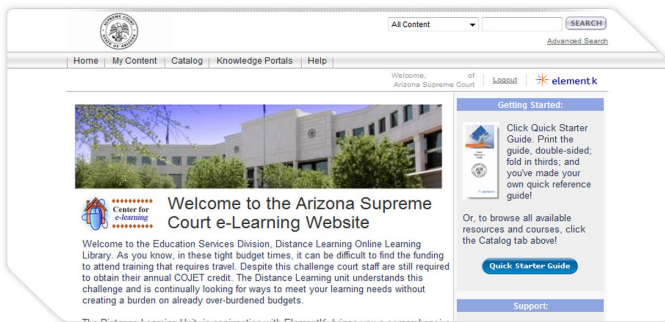


Not sure Centra is the right choice for you? Give us a call and we'll set up a time to demonstrate it for you. How are we going to do this? *Why, by inviting you to a Centra class, of course!*

Contact the **DL Staff** for more information. Be sure to put "**CENTRA**" in the subject line of your email.

## Element K

<http://www.azcourts.gov/educationservices/DistanceLearning/ElementKCourseware.aspx>



Element K is an online training provider the AOC has contracted with via a limited number of free licenses. Once you're registered, you're able to choose from a number of courses, including the latest line of new Microsoft Office programs.

In addition, Element K offers diverse courseware in business skills, with courses in change management, leadership, professional writing, negotiation, problem solving, time management, and diversity. There's bound to be a course that will help you.

Uh-oh. Your division just upgraded their software to the latest version, and you need to get up-to-speed...*fast*! Sure there are numerous books you could read, but they cost money and it takes time to get to the really important stuff—the things *you* use on a daily basis! Where do you turn?

Learn at your own pace, in your own space, from the variety of courses provided.

You turn to **Element K**.

Find out more and get registered by following the directions **HERE**.

## Curriculum on the Web

<http://www.azcourts.gov/educationservices/DistanceLearning/CurriculumontheWeb.aspx>

Sometimes there are learning experiences which are best done at your own pace, whether it's to devour the entire course in one gulp or savor it over a day, a week, even a month if need be. It's training that works around your schedule, because *you're* controlling how long it takes to complete it.

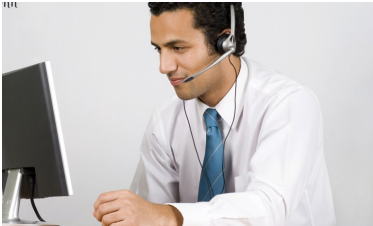
We call it "**Curriculum on the Web**" and it doesn't just consist of downloadable Computer-Based Training modules (although they are a part of it!). Sit back, read the material presented on the web page, click the supplemental links (videos, audio, extra documentation) and when you're done, and feel you have a command of the material, take a self-graded examination (where applicable) and download your certificate. You work for the courts, so we know you'll be "on your honor" about the process.



Currently, in addition to the CBT courseware (**see the Download section for more information**), we offer a self-paced course on **Property Tax Casework**. In addition, the Wendell classroom offers similar training for judges on **Provisional Remedies** and **Forcible Detainer and Eviction**.

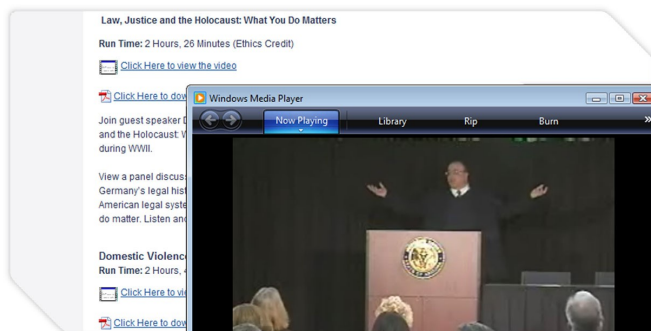
As always, check with your training coordinator before beginning any course of study.

Whether it's a new law or ruling that needs clarification, or simply a matter of providing basic training to an entire unit, we have an extensive library of computer-based training modules that can easily suit your needs, many of which are **now available online!** Just take a look at some of our course offerings:



- Evidence
- Initial Appearances
- Terminology
- Domestic Violence 101
- Top 10 Domestic Violence Case Questions

To find out more, contact your training coordinator or the Distance Learning staff at [DLStaff@courts.az.gov](mailto:DLStaff@courts.az.gov) to inquire about what courses are available. Please put "**CBT**" in the subject line of your email.



Watching the video content is simple: Make sure you have the latest **Windows Media Player** and, in some cases, that you can open **Adobe PDF documents** (which may have supplemental materials you can view as you watch the video). Recently posted material includes: *Law, Justice and the Holocaust: What You Do Matters*, *Frontline Security*, *Clarifying Ethical Conduct for Judicial Employees*, and videos from the *New Employee Orientation Series*.

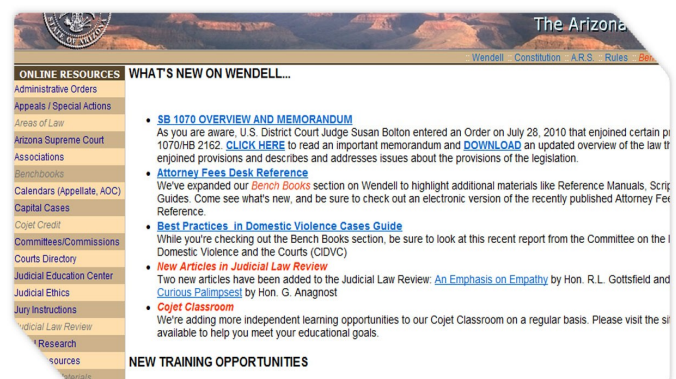
These programs have been COJET accredited through the Education Services Division. However, please check with your supervisor before embarking on independent learning to ensure the materials are suitable for credit within your career field.

The Distance Learning Unit works with a number of committees to help create broadcasts. To find out more, please **contact us**.

One of the greatest advances the Distance Learning Unit has made in the past few years is the creation of an online streaming video center. Now you can view video from past broadcasts, public addresses, or unique video content made available for educational purposes.

WENDELL is an online resource written *by judges for judges*. A portal to online tools and websites that judges will find useful on a daily basis, Wendell is primarily built from content provided by judges throughout the state. Look up information in a benchbook or reference manual, read an article in the Judicial Law Review section, or learn about new training opportunities nationwide.

In 2009, Wendell made the jump from being an informational source to an *educational* one with the addition of the **COJET Classroom**—containing more than 30 hours of online training designed to meet judges' busy schedules. From CBT to video to self-paced Curriculum on the Web, there are plenty of educational opportunities open to judges across the state.



Our **Education Resource Library**, also known as ERL, is a wonderful repository of different media to include books, videotapes, DVDs, CDs and audio tapes covering topics from legal issues and management techniques to workplace issues. You can search our catalog of titles by accessing ERL from the Education Portal intranet site.

Titles are being added and updated regularly, so check back often, or let us know if there's a title you'd be interested in learning more about.



\*Wendell and the ERL can be accessed only through the AJIN network and are part of the court's intranet site. They are not available outside the court's network system.